

Mona Deprey

Expertise includes:

Change Management | Contract Review, Negotiation & Execution | Strategic Planning Staff & Budget Development | Research Dissemination Planning | Compliance Training & Oversight | Grant Development & Management | Financial & Operational Decision-making

PROFESSIONAL EXPERIENCE

UNIVERSITY OF WASHINGTON, Seattle, WA

08/2023-present

Co-Division Administrator, Hematology and Oncology, Department of Medicine

In conjunction with the Medical Oncology Division Administrator, aligned the two divisions and oriented the new Division Head to the Department of Medicine. Ensured Hematology finances were robust and translated into Workday Financials. Developed research policies and engaged ABC Services for T32 resubmission and all Hem/Onc faculty. Engaged faculty and staff concerning Workday Financials and other systematic changes included in UWFT (Salary over the Cap, FEC's, GCCRs, etc.). Provided oversight of the division's research portfolio and with pre and post-award management.

UNIVERSITY OF WASHINGTON, Seattle, WA

06/2020-07/2023

Division Administrator, Hematology, Department of Medicine

Partnered with the Division Head to lead the division through the transition of combining the Divisions of Medical Oncology and Hematology. Served as senior advisor to the division head, faculty, and staff, providing financial guidance and counsel concerning administrative policies and processes associated with patient care, teaching, and research activities. Had a high degree of autonomy and in partnership with the division head, directed operational planning for the division.

Managed division operations to ensure the day-to-day and cyclic requirements are met and monitored programmatic activities. In partnership with division head, directed strategic planning initiatives within the division regarding faculty recruitment, faculty effort, development of research programs, facilities and staff. Provided oversight of the division's research portfolio and with pre and post-award management.

UNIVERSITY OF WASHINGTON, Seattle, WA

01/2020-05/2021

Grants & Contracts Manager, Department of Pharmaceutics

Independently manage grant and contract proposal preparation, fiscal process review and budget development, effort management, closeout and reporting oversight, and maintenance of grant management tracking systems within the Department of Pharmaceutics. Responsible for monthly reconciling of budgets totaling \$35 million. Lead the communication between Grants and Contracts Accounting, the Office of Sponsored Programs and Faculty members serving as Principal Investigators. Participate in monthly MRAM meetings and disseminate information to faculty about upcoming DHHS changes. Led the analysis of the Department's 121 budgets in advance of end of the biennium. Engage and train Post-Doctoral Fellows and graduate students in budget management of fellowships.

SEATTLE CHILDREN'S RESEARCH INSTITUTE, Seattle, WA

2018 – 2020

Grants and Contracts Administrator (GCA), Center Business Office

Responsible for managing grant and contract proposal preparation, fiscal process review and budget development, effort management, closeout and reporting oversight, and maintenance of grant management tracking systems. Serves as a liaison between the Center Business Office, Principal Investigators, fiscal and administrative support personnel, clinical research staff and central research support services divisions. Managed clinical trial budgets, including invoicing, and coordinating contract amendments. Provided direction to Faculty/Investigators on budget planning. Trained new employees within the Center on the role of GCA and Seattle Children's Research Institutes' policies.

KAISER PERMANENTE OF WASHINGTON Seattle, WA

Chair of Human Subjects Research Committee

2017 – Present

Direct all board discussions to focus on key applicable human subjects regulations. Ensure that IRB members each have an opportunity to contribute their knowledge, experience, and cultural awareness to reviews conducted at IRB monthly meetings.

HUMANA WELLNESS SOLUTIONS, Seattle, WA

Research Operations Manager, Outcomes & Analytics

2017 – 2018

Oversee and manage all aspects of research studies.

- * Implemented and launched Healthy Days ImPACT Study infrastructure by project management of full research process (IRB, utilization of DatStat Software solution and client recruitment).
- * Ensured data is being used responsibly by executing and managing Data Use Agreements and working closely with legal.
- * Billed for services supplied by Wellness Team by managing / coordinating contract deliverables for on-time completion.

OPTUM (Formerly Alere Wellbeing, Inc.), Seattle, WA

Director, Research

2015 – 2017

Ensured research portfolio aligned with company direction and worked cross-functionally within divisions. Manager to research scientists, grant managers and research assistants (9 total staff).

- * Expanded resource allocation through strategic planning of staffing for grant funding.
- * Advanced research strategy and focus by leading quarterly cross-functional meetings with research scientists and senior leadership.
- * Delivered 30% profit margin by building and strategically managing budgets.
- * Created and managed annual NIH indirect rate audit by setting up systems to pass the audit without occurrences.
- * Improved and monitored staff morale by conducting numerous targeted team-building exercises.

ALERE WELLBEING, INC., (Formerly Free & Clear, Inc.) Seattle, WA

Director, Research Operations

2010 – 2015

Worked collaboratively with numerous teams and ensured research grants were prioritized and dedicated resources were allocated. Oversaw 8 grant management team members, key relationships and budgets.

- * Delivered eligibility for prime NIH grants with team by negotiating 1st Government Indirect Rate.
- * Achieved government-required policy compliance by authoring updated Financial Conflict of Interest Policy per new NIH regulations.
- * Outperformed revenue and contribution goals annually by 5-15% through demonstrated P & L management.
- * Refined contracting process for grant by engaging legal counsel in all contract reviews, negotiations and signings.

FREE & CLEAR, INC., Seattle, WA

Research Grant Manager and Senior Research Grant Manager

2004 – 2010

Implemented, facilitated and coordinated daily research study activities and played critical role in growing research team through strategic hiring. Co-authored peer review publications.

- * Led administration of compliance, financial, personnel and other related aspects of studies systematically by collaborating with PI and other key departments.
- * Implemented research grants and ensured correct prioritization with dedicated, allocated resources by partnering with several organizational teams.

SWEDISH MEDICAL CENTER, Seattle, WA

Clinical Research Coordinator

2002 – 2004

Executed clinical trial activities following Good Clinical Practices.

- * Ensured clinical trials were conducted properly by utilizing original source documentation and excellent organizational skills.
- * Coordinated audits, monitored visits and ensured data integrity by performing quality control.

ADDITIONAL RELEVANT EXPERIENCE

U.S. PEACE CORPS, Republic of Moldova

Community and School Health Educator

Produced and taught Health Education Programs in language of origin to 7th and 8th graders. Secured grant funding from USAID to conduct seminars on health topics such as nutrition, maternal and child health, basic hygiene and water sanitation within 2 communities.

EDUCATION

- Master of Science, Public Health Education, Oregon State University, Corvallis, OR
Graduate Teaching Assistant
Internship at Oregon Research Institute in Eugene, Oregon
- Bachelor of Science, Nutritional Science, University of New Hampshire, Durham, NH
Member of NCAA Division I Cross Country Ski team

Skoglund Academic-Athletic Scholarship Recipient

PROFESSIONAL DEVELOPMENT

- Leadership training utilizing the Extraordinary Leader by Zenger Folkman, the Oz Principle Training, InsideOut Coaching and Situational Leadership, 2014 – 2015
- Office for Human Research Protections (OHRP) Workshop, Quality Assessment Workshop, Portland, OR, 2013
- Conflicts of Interest and the New Standards of Conduct Rules, SRA International Webinar, 2009
- Cost Principles: 2 CFR Part 220 (A-21), 225 (A-87), 230 (A-122), and FAR 31.2, Management Concepts Course, 2009
- Financial Administration of Federal Grants for Recipients, Management Concepts Course, 2008
- Office for Human Research Protections (OHRP) Workshop, Developing Human Research Protections Policies & Procedures: Compliance with Regulations & More, Seattle, WA, 2008

PROFESSIONAL PUBLICATIONS & PRESENTATIONS

- Fifteen professional presentations at peer-reviewed National Conferences, 7 as lead author
- Twenty publications in peer-reviewed journals, one as lead author